

# **Baraboo Economic Development Commission**

## **Meeting Minutes**

### **November 4, 2021**

#### **I. Call Meeting to Order and Note Compliance with Open Meeting Law**

Vice-Chairperson Steinhorst called the meeting to order at 5:45 PM at the Baraboo Municipal Building, Council Chambers, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statutes regarding open meetings.

#### **II. Roll Call of Membership**

Present: Caflisch (Via Phone), Steinhorst, Culotta, Koehler, Koenig, Kothbauer, Nelson, Persche

Absent: Briggs, Johnson, Kent, Vera

Other: Patrick Cannon

#### **III. Approve Minutes**

Motion to approve the minutes for September 2, 2021

Nelson (1); Kothbauer (2)

Aye: All via voice vote

Nay: None

#### **IV. Approve Agenda**

Motion to approve the agenda

Nelson (1); Persche (2)

Aye: All via voice vote

Nay: None

#### **V. Presentation**

None

#### **VI. Action Items**

##### **a. Election of Secretary to complete balance of term of Carolyn Wastlund**

It was noted that Ms. Wastlund had resigned her position on BEDC leaving the position of Secretary vacant. The Vice Chair asked for volunteers wishing to fill the position. Ms. Persche volunteered to fill the unexpired term.

Motion:

To nominate Beth Persche to serve as Secretary filling the unexpired term vacated by Ms. Wastlund.

Nelson (1); Steinhorst (2)

Aye: All via voice vote

Nay: None

##### **b. Work session with Redevelopment Resources regarding EDA Grant**

###### **i. Project overview**

###### **ii. Review of Steering Committee questionnaire**

###### **iii. Discussion of Focus Group Invitees**

Kristen Fish-Peterson and members from Studio GWA were present to review their plans for the implementation of the grant program.

They discussed their research and their plans for the project. They will be creating a survey instrument for the initial feedback from Baraboo residents. Each member of BEDC was requested to provide names of residents they felt would be good participants for focus groups or individual interviews.

**VII. Information/Discussion Items**

The Group decided not to hold a meeting in December.

**VIII. Adjournment**

Motion to adjourn the meeting was made at 7:24 pm.

Kothbauer (1); Koehler (2)

Aye: All via voice vote

Nay: None

Chantel Steinhorst  
Vice-Chairperson

Patrick Cannon  
Recorder